



**Arizona Substance Abuse Partnership  
Program Inventory Workgroup**

**February 15, 2019**

**1:00 PM**

**Governor's Office of Youth, Faith and Family**  
1700 West Washington Street, Suite 230  
Phoenix, AZ 85326

A general meeting of the Arizona Substance Abuse Partnership (ASAP) Program Inventory Workgroup (PIW) was convened on February 15, 2019. The public were invited to attend in person at the Governor's Office of Youth, Faith and Family, Conference Room A - 1700 W. Washington St., Suite 230, Phoenix, AZ 85007, notice having been duly given.

Members Present (6)	
Lee Pioske, Co-Chair, Crossroads	
Merilee Fowler, Co-Chair, MATFORCE	
Daniel Brooks, Banner Poison and Drug Information Center	
Erica Weis, Arizona Department of Health Services [Telephonic]	
Jim Riggs, Arizona Department of Corrections	
Samuel Burba, Governor's Office of Youth, Faith and Family	
Staff/Guests Present (1)	Members Absent (3)
Liv Ryan, Member of the public	Hazel Alvarenga, Arizona Health Care Cost Containment System (AHCCCS)
	Katheryn McCanna, Arizona Department of Health Services (ADHS)
	Sean Walsh, the Meadows

**Call to Order**

- **Lee Pioske, Co-Chairperson**, called the Program Inventory Workgroup meeting to order at 1:02 PM with 6 members and 1 member of the public present.
- **Co-Chairperson Pioske** thanked everyone for their participation in this work.

**Approval of Minutes**

- **Merilee Fowler, Co-Chairperson** requested a review of the August 08, 2018 meeting minutes.
  - **Jim Riggs** requested that the spelling of his last name be corrected.
  - **Jim Riggs** motioned to accept the August 8, 2018 minutes with revision.
  - **Daniel Brooks** seconded the motion.
    - The motion passed with no dissenting votes.

**Arizona Substance Abuse Partnership (ASAP) Strategic Plan**

- **Samuel Burba**, Governor Office of Youth, Faith and Family, presented a PowerPoint presentation on the ASAP strategic plan.
- **Mr. Burba** highlighted the areas of the strategic plan that pertained to the program inventory work group.
  - Goal 1 Objective D - Conduct an inventory of all substance abuse prevention funding and recommend standard evaluation parameters for substance abuse prevention in the state of Arizona.
  - Goal 2 Objective A - Develop an interagency marketing strategy for the promotion of the Arizona Substance Abuse Provider locator and the Opioid Assistance & Referral (OAR) Line.
  - Goal 2 Objective C - Conduct an inventory with recommendations of all substance abuse treatment and providers, network capacity and funding in the state of Arizona including providers with services available for pregnant women and/or women with substance exposed newborns.
- General discussion ensued on the parameters of the objectives assigned to the PIW.
- **Mr. Burba** concluded his presentation on asking PIW members to connect with him after the meeting if they would be interested in additional information and meeting times of the other ASAP workgroups

### Program Inventory A-3

- **Mr. Burba** gave an overview of the Arizona Management System and A-3. **Mr. Burba** informed the group that “A-3” referred to the size paper for printing the document and that the document was utilized to define the problem to be solved and outline project methodology and action steps.
- **Mr. Burba** solicited feedback on drafted problem statement, project scope, and goal. Drafted statements were modified through group feedback to reflect the below statements.
  - **Drafted problem statement:** Annually, the state of Arizona procures millions of state and federal dollars for substance abuse prevention and treatment programs. Currently, there is not a centralized program and funding inventory for substance abuse treatment and prevention programs. The lack of this information may lead to an improper allocation of funds and loss of funding opportunities for the state and community organizations/partners.
  - **Drafted scope:** The scope of this project is limited to compiling an inventory of all substance abuse treatment and prevention programs along with funding for the state of Arizona. Funding inventory is limited to federal and state funding streams for Arizona. The treatment inventory is limited to licensed treatment, behavioral health, inpatient, outpatient, rehabilitation, detoxification, and support services. The inventory must include up-to-date information on resources for pregnant women and women with substance exposed newborns and recommendations for standard output and outcome evaluation parameters for prevention.
  - **Drafted goal:** By December, 2019, the Program Inventory Workgroup will develop a treatment and prevention program inventory with recommendations to be submitted to the Arizona Substance Abuse Partnership for review.
- Additional discussion ensued on how to further analyze the problem statement. **Mr. Burba** informed the group that the Governor’s Office of Youth, Faith and Family will be contracting with a third party vendor, yet to be identified, to assist in the program inventory process. **Mr. Burba** suggested that the group hold on further discussion on inventory methodology until the third party vendor was in contract with GOYFF and able to participate in future meetings.

## Membership

- **Co-Chairperson Fowler** reviewed the current membership with the PIW. She requested that the group consider who from their networks might be able to assist in this work.
- **Daniel Brooks and Erica Weis** informed the PIW that they would submit names for consideration after the meeting.
- Members discussed potential agencies to reach out to for further assistance. **Mr. Burba** was tasked with developing a membership list and conducting outreach.

## 2019 Meeting Dates

- **Co-Chairperson Pioske** requested the PIW meet on a monthly basis on the fourth Friday of each month.
- **Mr. Riggs** suggested that the group consider meeting on the fourth Thursday instead of Friday.
- The group agreed to meet the fourth Thursday of each month beginning at 1:00 PM at the Governor's Office of Youth, Faith and Family.

## Call to the Public

- **Co-Chairperson Fowler** conducted a call to the public. One members of the public addressed the PIW.
- **Liz Ryan** informed the group that she was a maters level student at ASU and thanked the PIW for their work in this area and allowing her to observe the meeting.

## Adjourn

- **Co-Chairperson Pioske** requested a motion to adjourn the meeting.
  - **Jim Riggs** made a motion to adjourn the meeting.
  - **Daniel Brooks** seconded the motion.
  - The meeting adjourned at 2:27 PM.

Dated the nineteenth day of November 2018  
Program Inventory Workgroup  
Respectfully Submitted By:  
Samuel Burba  
Director of Substance Abuse Initiatives  
Governor's Office of Youth, Faith and Family